MANIPUR GAZETTE

सत्यमेव जयते

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No. 340 **Imphal, Wednesday, January 22, 2025** **(Magha 2, 1946)**

OFFICE OF THE
MANIPUR STATE KALA AKADEMI
(An Autonomous Body under the Dept. of Art & Culture, Govt. of Manipur)
Khuman Lampak Sports Complex, Imphal

NOTIFICATION

Imphal, the 20th January, 2025

No.C-3/173/2019-MSKA: In supersession of all previous rules issued in this regard and as per Resolution No.3 of Executive Board meeting held on 18-12-2024, the Governor of Manipur and Chairman, Manipur State Kala Akademi hereby makes the following rules regulating the method of recruitment to the post of **Steno Grade-II** in the Manipur State Kala Akademi as shown in the Appendix, namely:–

1. **Short title:–** These rules may be called the Manipur State Kala Akademi (Steno Grade-II) Recruitment Rules, 2024.
2. **Application:–** These rules shall apply to the post specified in column 1 of the Appendix annexed hereto.
3. **Classification, Scale of pay, method of recruitment etc.:–** Classification of the said post, scale of pay, method of recruitment and other matters connected therewith shall be as specified in columns 3 to 13 of the said appendix.
4. **Disqualification:–**

   (a) No person, who has more than one wife living or who having a spouse living, marries in any case in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment to the aforesaid post, and

   (b) No woman, whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment to the said post.

   Provided that the Chairman/Chairperson, Manipur State Kala Akademi may, if satisfied that there are special grounds for so ordering, exempt any person from the operation of this rule.

5. Where the Chairman/Chairperson is of the opinion that it is necessary or expedient to do so, he/she may by order for reasons to be recorded in writing and relax any of the provisions of these rules with respect to any class or category of persons or posts.

6. These rules shall come into force with effect from the date of publication in the Manipur Gazette.

By orders & in the name of Chairman,

SUNANDA THOKCHOM,
Secretary,
Manipur State Kala Akademi.

APPENDIX

RECRUITMENT RULES FOR THE POST OF STENO GRADE-II
IN THE MANIPUR STATE KALA AKADEMI

1.	Designation of Post(s).	**Steno Grade-II**
2.	Number of post(s).	1 (one)
3.	Classification.	Class-III/Group-C
4.	Scale of pay.	**Level-5** (Rs.25500 – Rs.81100) [As per Manipur Services (Revised Pay) Rules, 2019]
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct recruits.	Maximum: 38 years (upper age limit is relaxable for Govt./MSKA servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/service and by 5 years for SC/ST candidate and by 3 years for OBC candidates and a Govt. servant who belongs to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ST candidates).
7.	Educational and other qualifications required for direct recruits.	**Essential:** (i) Graduates who have completed a Course on Computer Concepts (CCC) IDOS + Windows + MS Office + Multimedia + Internet) of a Central/State recognized Institute. (ii) 6 (six) months course of Shorthand/Stenographer of a recognized Institute with speed in shorthand 80 words per minute and 40 words per minute in typing speed. **Desirable:** Knowledge of Manipuri & Hindi.
8.	Whether age & educational qualification prescribed for the direct recruits will apply in the case of promotees.	N.A.
9.	Period of probation, if any.	2 (two) years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various method.	By promotion failing which by direct recruitment.
11.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/ deputation/transfer to be made.	By promotion from amongst the Graduate LDC employees possessing certificate of 6 (six) months course of Shorthand/ Stenographer of a recognized Institute with 5 (five) years regular service in the Grade.
12.	If a DPC exist, what is its compositions.	Class-III/Group-C D.P.C. (According to Services Bye-Laws of the Akademi)
13.	Circumstances in which MPSC is to be consulted in making recruitment.	N.A.

SUNANDA THOKCHOM,
Secretary,
Manipur State Kala Akademi.

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